D R A F T

MEMORANDUM FOR: Director of Central Intelligence

VIA   :   Deputy Director for Administration

FROM   :   F. W. M. Janney
                 Director of Personnel

STATINTL
STATINTL   SUBJECT   :   Nomination of ███████████████████
                             ████████████████████ for Data
                             Processing Awards

REFERENCE   :   Letter from the Interagency Committee on
                 Automatic Data Processing, dated 2 May
                 1977 (attached)

1. Action Requested: That you approve the nomination
of two Agency employees for the data processing awards being
sponsored by the Interagency Committee on Data Processing.

STATINTL   2. Background: Referent invited ████████████████

Chief, Management Staff, Office of Data Processing, to submit
nominations for a newly established awards program which
recognizes Government employees who have made significant

STATINTL   contributions in the field of data processing. ████████

serves on the Interagency Committee on Data Processing and

nominations may only be submitted by members of that Commit-
tee. In most instances, public service awards criteria require
that nominations be submitted by the department or agency head.
Deadline for submission of candidates for the data processing
awards program is 24 May 1977, with an awards ceremony tenta-
tively scheduled for 7 June.

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3. <u>Staff Position</u>: In coordination with ███████████

ODP, the Office of Personnel solicited nominations on an

Agencywide basis. The Directorate of Administration has

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nominated ████████████████████████████████

of the Office of Finance. The attached nominating documents

were prepared by the Office of Finance and have been reviewed

and concurred in by representatives of the Central Cover Staff

and the Office of Security. With your approval, they will be

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submitted ██████████████ to the Interagency Committee on Data

Processing.

4. <u>Recommendation</u>: That you approve the nomination

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████████████████████████████ for the data processing awards.

attachments

F. W. M. Janney

APPROVED: _____
      Director of Central Intelligence

DISAPPROVED: _____
       Director of Central Intelligence

DATE: _____

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